

01-107 Division of Administration

The Division of Administration, within the Office of the Governor, is the state's central management, administration, and support agency. The Division of Administration is headed by the Commissioner of Administration and is composed of four programs: Executive Administration, Office of the State Inspector General and Community Development Block Grant and Auxiliary. (Ancillary agencies that are part of the Division of Administration are discussed in Schedule 21.)

The mission of the Division of Administration is to provide innovative leadership and coordination in the development and implementation of sound management practices and to provide quality services to the agencies and taxpayers in accordance with executive policy and legislative mandates.

The goals of the Division of Administration are:

1. To ensure that the financial accounting and budgetary information is timely, consistently fully integrated, easily accessible and accurate.
2. To promulgate procedures for state agencies and institutions to purchase quality goods and services, and enter into legal and ethical contractual agreements, which demonstrate innovative and creative leadership.
3. To provide innovative leadership and implementation of sound management practices for the cost-effective deployment of appropriate information and communications technology.
4. To improve the quality of life of citizens of the State of Louisiana, principally those of low and moderate income, through the implementation of sound management practices and effective administration of the Louisiana Community Development Block Grant.
5. To provide for effective and efficient dissemination, execution and implementation of executive policy and legislative mandates.
6. Through the Comprehensive Public Training Program, to lead the state government efforts in providing effective training for state employees.
7. To coordinate and provide quality operational services utilizing sound management practices to provide for the maintenance of state facilities and lands in accordance with executive policy and legislative mandates.

The philosophy of the Division of Administration is working together to create an environment for positive change. In doing so, the Commissioner asks:

- “Is it legal?”
- “Is it ethical?”
- “Does it make common sense?”
- “Is it in the best interest of the taxpayers?”

BUDGET SUMMARY

	ACTUAL 1999 - 2000	ACT 11 2000 - 2001	EXISTING 2000 - 2001	CONTINUATION 2001 - 2002	RECOMMENDED 2001 - 2002	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$42,402,030	\$46,343,177	\$50,772,917	\$49,627,284	\$48,558,190	(\$2,214,727)
STATE GENERAL FUND BY:						
Interagency Transfers	18,275,309	39,934,257	39,934,257	39,601,400	41,902,883	1,968,626
Fees & Self-gen. Revenues	16,019,234	16,345,435	16,465,296	16,657,876	19,800,867	3,335,571
Statutory Dedications	2,068,976	5,000,000	6,739,484	5,000,000	5,000,000	(1,739,484)
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	34,603,210	59,595,356	59,595,356	59,597,385	59,584,494	(10,862)
TOTAL MEANS OF FINANCING	\$113,368,759	\$167,218,225	\$173,507,310	\$170,483,945	\$174,846,434	\$1,339,124
EXPENDITURES & REQUEST:						
Executive Administration	\$66,178,234	\$69,960,439	\$76,112,192	\$72,981,434	\$77,391,390	\$1,279,198
Inspector General	967,818	1,001,375	1,001,375	1,027,442	1,005,757	4,382
Community Development Block Grant	34,701,056	59,944,628	59,944,628	59,948,686	59,922,904	(21,724)
Auxiliary Account	11,521,651	36,311,783	36,449,115	36,526,383	36,526,383	77,268
TOTAL EXPENDITURES AND REQUEST	\$113,368,759	\$167,218,225	\$173,507,310	\$170,483,945	\$174,846,434	\$1,339,124
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	635	588	596	598	608	12
Unclassified	6	6	6	6	6	0
TOTAL	641	594	602	604	614	12

This agency's recommended appropriations does not include any funds for short-term debt.

In addition to the above-recommended appropriation, \$7,635,572 will be paid in Fiscal Year 2001-2002 for long-term debt incurred on behalf of this agency from the previous sale of bonds. Total long-term debt service payments for the state for Fiscal Year 2001-2002 are reflected in the Governor's Executive Budget Supporting Document in Non-Appropriated Requirements, Schedule 22-922.

This agency's recommended appropriation also includes the following amount by means of financing for payments on the unfunded accrued liability of the Louisiana State Employees' Retirement System in accordance with the provisions of Article X, Section 29 of the Constitution of Louisiana:

State General Fund (Direct)	\$1,476,976
State General Fund by:	
Interagency Transfers	86,880
Fees & Self-gen. Revenues	173,763
Total	\$1,737,619